

2022 Helping Today - Cycle 1

Erie Community Foundation

General Information

Submission Date*

Please enter the date you are submitting your application.

Character Limit: 10

Name of Nonprofit Organization*

Character Limit: 250

Project Name*

Name of Project

Character Limit: 100

Applicant Name*

Name and title of person submitting the grant application.

Character Limit: 250

Project Manager*

Please provide the name of the individual who will manage the hands-on, day-to-day operation of this project.

Character Limit: 250

Executive Summary*

Please provide a brief description of the project and include the following components: (1) critical need, (2) overarching goal, (3) key activities, (4) outcomes, with before and after impact noted, (5) timeline.

Character Limit: 1500

Total Project Cost*

State the total cost of your project.

Character Limit: 20

Amount Requested from ECF*

Character Limit: 20

Type of Funding Request*

Please select the type of funding you are requesting. Choose one that best represents what the grant money will be used for. Please refer to the Grant Guidelines for definitions.

Choices

Capital, Facilities or Systems Needs
Communication/Marketing
Technology
Vehicle Purchase
Program Expansion/Enhancement
Public Policy
Advocacy
Planning

Vehicle/Technology Match Funding

If applying for vehicle or technology funding, please identify sources and timeline of the required 50% match.

Character Limit: 1000

Organizational Information

If a fiscal sponsor is submitting this application on behalf of another non-profit, the organizational information in this section must relate to the fiscal sponsor.

Organizational History*

Please describe your organization, its mission, the history, your capacity for carrying out the proposed project, and the project's alignment with your mission.

Character Limit: 1500

Organizational Summary Statistics*

Please download (click the link at the end of the question), complete and upload this Excel worksheet for your organization: Organizational Summary Statistics.

File Size Limit: 2 MB

Current Budget*

Please upload the current budget for your organization.

File Size Limit: 2 MB

Board/Trustee List*

Please upload a list of current Board of Directors/Trustees for your organization, including contact information, email address, and occupation.

File Size Limit: 2 MB

Has your organization signed on to the Nonprofit Partnership's Diversity, Equity & Inclusion Pledge?*

Choices

Yes

No

Other Organizational Documents

Please upload any additional organizational documents for consideration (e.g. recent annual report, recent newsletter or other promotional materials). **If you have multiple documents, you must scan them in as a merged PDF.**

File Size Limit: 3 MB

Project Narrative

Need*

Describe the problem or critical need(s) your project addresses both for your organization, and also the greater community.

Character Limit: 1000

Activities*

Please describe the specific activities supported through this request.

Character Limit: 1000

Target Population*

Describe the target population, the specific geographical area, the number of people served by this project and the approximate percentage of those served representing underprivileged/socioeconomically-challenged populations.

Character Limit: 1000

Outcomes*

Describe the goal(s) and anticipated outcomes of the project within the grant period. Please provide quantification (numeric current status and quantified progress anticipated upon project completion) of impact for each as possible or explain lack thereof. Please note social, economic, and environmental impacts as possible.

Character Limit: 1500

Evidence*

Please provide evidence (proof of concept per past experience, benchmarking, expert guidance, etc.) to support your strategy to achieve community impact.

Character Limit: 1500

Collaboration

Who are your collaborators? What are they contributing to the project?

Character Limit: 1500

Evaluation*

Describe how you will evaluate your project.

Character Limit: 1500

Project Continuance*

How will this funding help you continue the project beyond the grant period? If necessary, how will you financially and organizationally support the project moving forward?

Character Limit: 1500

Proposal Budget and Budget Narrative*

Describe the revenue and expenses that apply to your grant proposal. Describe the revenue for the project; funders and contributors, and the status of their financial commitment. Identify the anticipated expenses as well and delineate what ECF grant funds are specifically being used for, versus other contributors to your project.

In addition, Download and list both revenue and expenses for the project. Provide an explanation for each revenue and expense line item using the Line Item Description cells.

Character Limit: 1000 / File Size Limit: 2 MB

Project Supporting Documents

Please upload any additional supporting documents and/or detail any additional information you would like to include for consideration. If you have multiple documents, you should scan them in as a merged PDF or use the Fax to File function in the Foundant system.

Character Limit: 2000 / File Size Limit: 6 MB

Additional Supporting Documents

Upload any additional supporting documents.

Character Limit: 750 / File Size Limit: 3 MB

Signatures

Executive Authorization*

Please provide the name and title of the organization executive director or administrator, along with the date, indicating authorization to submit the request.

Character Limit: 250

Board Chair Authorization*

Is your board chair aware of and support this proposal?

Choices

Yes

No

FISCAL SPONSOR SIGNATURE

If your organization does not have 501c3 tax exempt status and will be utilizing a fiscal sponsor, please download the attached signature form, have it signed by the executive officer of the fiscal sponsor, then upload.

File Size Limit: 1 MB